



**Regional Wireless Cooperative
Board of Directors
MINUTES
September 22, 2016**

City of Phoenix
200 W. Washington Street, 12th Floor
Phoenix, Arizona 85003

Board Members Present			Board Members Absent
Kevin Artz	Brad Hartig	Hans Silberschlag*	Bob Costello
Brad Miller	Danny Johnson		Terry McDonald
Jim Wize**^	Tim Van Scoter		Rick St. John
Chris DeChant*	Michael Cole		Milton Dohoney
Paul Luizzi	John Imig		Tory Maloney
Wayne Clement	Robert Sweeney*		Brenda Buren
Lonnie Inskeep	Mike Thompson		Bob Hansen
Brent Ackzen**	Mike Frazier		
*Board Alternate	** Telephone Participant	^Non-Voting Alternate	

Staff and Public Present

Domela Finessey**	Linda Gomez	David Felix	
Shuana Henrie**	Nicole Diedrick	David Clarke	
Dale Shaw**	Karen Ziegler	Kelly Stewart	
Jim Macenzie**	Tom Grebner	Jeanine Besnier	
Nick Spino	Michael Paz		
Mike Gent	Jimmy Trivedi		
Joe Gibson	Wayne Smith		
Dave Collett	Randy Thompson**		
Tonia Rogers	Tim Alison**		
**Telephone Participant			

1. Call to Order, Roll Call and Opening Comments

Chair Hartig called the meeting to order at 10:00 AM.

Executive Director David Felix introduced Jeanine Besnier, the new RWC Management Assistant 1.

2. Call to the Public – None

3. Approval of RWC Board Meeting Minutes from March 24, 2016.

A **MOTION** was made by Mike Thompson and **SECONDED** by Lonnie Inskeep to approve the RWC Board meeting minutes from March 24, 2016. **MOTION CARRIED UNANIMOUSLY (17-0).**

4. RWC Surplus Property

Mr. Felix requested approval from the Board for the RWC to transfer four unused, older servers to the City of Phoenix without additional appraisal to determine fair market value.

Tom Grebner explained how the RWC has four unused, older servers, as well as other RWC items in surplus. He asked that the servers be re-appropriated to the City of Phoenix. The hard drives in any surplus equipment will be destroyed.

Chair Hartig told the Board how the City of Scottsdale put their servers up for auction and that the City of Scottsdale received only \$19 each for them. The Chairman asked Mr. Grebner where the funds from the RWC surplus go. Mr. Grebner said that it goes in the RWC cost center fund.

A **MOTION** was made by Lonnie Inskeep to approve the City of Phoenix to dispose of the RWC property and to transfer the four servers to the City of Phoenix for use without an additional appraisal to determine the market value, and **SECONDED** by Danny Johnson. Robert Sweeney recused himself from voting. **MOTION CARRIED UNANIMOUSLY (16-0).**

5. RWC Annual Audit for Fiscal Year 2015/16

Mr. Felix updated the Board on the upcoming RWC Annual Audit that is set to begin on October 10, 2016. RWC staff met with CliftonLaronAllen (CLA) representatives on August 3. A pre-audit meeting will be held on September 29 with the CLA representatives, RWC staff and the RWC Audit Committee consisting of Paul Luizzi from Goodyear, Brenda Buren from Tempe, and Kevin Artz from Avondale. The findings of this audit are anticipated to be presented during the November 2016 Board meeting. Mr. Felix also stated that one member of the audit committee, Paul Luizzi, will term out and that the RWC will ask Board members to volunteer to serve on the audit committee for the next three years.

6. Reserve Account Update and Approval of TDMA Phase II Contract

Mr. Felix invited RWC Staff Kelly Stewart to speak about the Narrow-Banding Reserve Account Update and to request approval from the Board for Mr. Felix to sign the TDMA Phase II contract.

The RWC would like to change the radio count from the Phase I 2013 mandated radio count to the radio count that is current as of July 2016 for TDMA Phase II. This proposal is based on the most recent radio count of the first quarter billing 2016/17. This change would take effect for the project on July 2018.

Motorolla is providing RWC an incentive of \$1.6 M if contract is signed before October 30, 2016. This amount would be spread out on just the equipment cost over four years.

A **MOTION** was made by John Imig and **SECONDED** by Paul Luizzi to approve the TDMA Phase II Contract and to approve RWC Staff to invoice members annually for the TDMA Phase II based on the July 2016 radio counts pending City of Phoenix financial and legal approval. **MOTION CARRIED UNANIMOUSLY (17-0)**.

7. Approval of new Executive Committee Member

Mr. Felix requested approval from the Board for the nomination of the City of Surprise Public Works Director Mike Gent as the municipal representative of the Executive Committee. Mr. Gent was nominated by Mike Fraiser of the City of Surprise because of the vacancy left by Executive Committee Member Shannon Tolle.

A **MOTION** was made by Mike Thompson and **SECONDED** by Chris DeChant to approve Mike Gent as the new Executive Committee member. Mike Fraiser recused himself from voting. **MOTION CARRIED UNANIMOUSLY (16-0)**.

8. Approval of American Medical Response Associate Agreement

Executive Director David Felix clarified the definition of a RWC Associate by reading Article 3.1.2 in the RWC Governance Document. As AMR is now the new owner of PMT and SW Ambulance, staff will need to establish AMR as a new associate.

Mr. Sweeney pointed out that Paragraph 8 of the letter to the AMR does not clearly address the limitations stated in the RWC Governance Document. And staff should review and modify the letter to clarify these provisions.

Paul Luizzi asked Chair Hartig if the Executive Committee or the Operations Working Group could look at a time frame that would be suitable to ensure that the RWC is notified of any change in ownership of an associate so that there is no lapse in payments for the associate's radios.

Wayne Clement asked Joe Gibson of AMR if the (AMR) inner facility operations utilize a separate radio system or is AMR using the RWC equipment. Mr. Gibson replied that AMR has its own dispatch center in the City of Glendale and its own

radio frequencies for their own operational use. Most of AMR vehicles have several radio systems - a VHF, UHF and an 800 MHz. Chair Hartig said that there is no traffic going over the actual devices or hardware in the vehicles that are dedicated to the RWC unless it is in support of an RWC member.

The letter to the AMR should clarify what an associate member can do, especially if that associate member is a for-profit, given that some cities used tax exempt dollars in the build out of their RWC infrastructure.

A **MOTION** was made by Mike Thompson and **SECONDED** by Mike Frazier to table the approval of the American Medical Response Associate Agreement until November, 2016. **MOTION CARRIED UNANIMOUSLY (17-0).**

9. FCC issue – Potential Microwave Interference

Mr. Felix introduced Stuart Snow, the frequency coordinator for the City of Phoenix and RWC. Mr. Snow stated that the Higher Ground, LLC (HG) filing with the FCC happened in the summer of 2015 but the issue just came to his attention a few weeks ago. HG is asking the FCC to wave the ban against the use of the 6 GHz band for mobile use and to wave rules for frequency coordination. These are rules that are in place to protect Public Safety. He would like it on record that RWC opposes HG's request.

Mr. Felix mentioned that the RWC has been working with City of Phoenix Government Relations to make sure that contract lobbyists in Washington, D.C. know about this issue and can help track it. The RWC has also reached out to a publication called *Mission Critical and Radio Resource*, who has since published this issue in their magazine. The RWC has also shared this information with other regional public safety communication systems.

A **MOTION** was made by Paul Luizzi and **SECONDED** by John Imig to approve the language in the document and to authorize the RWC to post the document with the FCC in opposition to Higher Ground's waiver request. **MOTION CARRIED UNANIMOUSLY (17-0).**

10. Encryption Management Policy

Mr. Felix informed the Board that the changes made to the Encryption Management Policy were made to the structure and the verbiage only and that no substantive changes were made. The only reason it came before the board was because of the amount of changes that were made.

11. Executive Director's Report

A. Project Updates

- i) Daisy Mountain Fire District: Vice Chair Johnson: Funds are being solidified and the hope is that the final approval will be given from the Daisy Mountain Fire District Fire Board in October.
- ii) Paradise Valley: Michael Cole: The PV site should be completed by September, 2017.

B. GWG Updates

Mr. Felix said that the RWC presented a draft Governance Document for members to review and a number of comments were made from members asking for legal discussion. The document will be moved to the next level.

C. City of Phoenix Government Relations Director

Mr. Felix updated the Board on Tom Remes being appointed as the City of Phoenix's liaison to work on the South Loop 202 project. A recruitment is underway for his replacement. Mr. Remes will continue to serve as the Government Relations Director until a new selection has been made.

D. RWC Accountant III Recruitment

Executive Director David Felix announced that Kelly Stewart will be retiring after 29 years with the City. She has been a tremendous asset to the RWC. An informal offer has been made to a potential replacement. Chair Hartig recognized Kelly Stewart for her excellent service.

E. RWC 2015 Activity Update

Deferred until the November Board Meeting.

F. GRIC Temporary Operability Access

The RWC has allowed Gila River Indian Community to extend its use of the RWC system through the end of September, which is when GRIC's system is to be completed.

G. 2016 Annual Report

The Annual Report will now be on the RWCAZ.org website only and will no longer be printed to save on printing resources.

12. Announcements & Future Agenda Items

Mr. Felix mentioned the budget adoption in the November Board Meeting. Chair Hartig encouraged members to attend the November Board meeting in person if they can.

Mr. Felix announced that Michael Paz from Motorola will be retiring and Jimmy Trivedi from Motorola will be taking his place. This will happen in January, 2017.

13. Adjournment

Chair Hartig adjourned the meeting at 11:09 am.

A **MOTION** was made by Mike Fraiser and **SECONDED** by Hans Silberschlag to adjourn the September 22, 2016 Board Meeting. **MOTION CARRIED UNANIMOUSLY (17-0)**.

Respectfully submitted,

Jeanine Besnier, Management Assistant I